

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
AUGUST 27, 29, & SEPTEMBER 4, 2012 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on August 27, 2012 for a 2013 Budget Roundtable with Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6th Street, Coupeville, Washington. Other topics for the Regular Session followed at 2:00 p.m. as shown on the agenda. Helen Price Johnson, Chair and Angie Homola, Member were present. Commissioner Emerson attended via Polycom from her office on Camano.

Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.

Those Participating Along with the Commissioners:

Dan Sherk, Facilities/Maintenance/Motor Pool
Elaine Marlow, General Services Administration
Melanie Bacon, Human Resources
Jackie Henderson, Human Services
Andy Griffin, Planning & Community Development
Keith Higman, Health Services and Department of Natural Resources
Bill Oakes, Public Works
Dr. Tim Lawrence, Washington State University Extension

The purpose of the 2013 Budget Roundtable was to provide an open and comprehensive process so that the public and staff could be informed of the overall programs, functions of County government and how they relate to one another, and how Departments are managing from a budgetary standpoint. Following introductions by Commissioner Price Johnson, Department Heads took turns in answering the following four questions:

- How has budgeting over the past four years changed your department with respect to staffing, programs and services?
- What efficiencies or improvements have you been able to accomplish given the recent budget constraints?
- What are your priorities and goals for 2013?
- How will you fare with a no increase budget, where would you make cuts if you had to?
- What services would you augment if you had the resources to do so?

Roundtable adjourned at 12:28 p.m. The next Roundtable is scheduled for September 24, 2012 at 11:00 a.m.

The Board of Island County Commissioners (including Diking Improvement District #4) met at 2:00 p.m. to consider items contained on the agenda. The meeting began with the Pledge of Allegiance.

PUBLIC INPUT OR COMMENTS

- Gary Hansen – Polnell Road
- Bill Oakes, Public Works Director, provided response

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CONSENT AGENDA

[Documents on file with the Clerk of the Board]

Pre-audited bills: \$386,652.22
Vouchers: \$1,245,031.76
Electronic funds transfers: \$1,354.65
Payroll: \$1,430.36
Minutes: Work Sessions 7/11/12, 7/18/12

Enhanced 911

- Amendment A to Interlocal Agreement with WA State Military Department providing State Enhanced 911 funds for County FY12 Wireline and Wireless Operations at ICOM. The amendment updates and revises key personnel contacts and the E911 Advisory Committee Meeting Attendance Policy. Contract No. E12-011 (RM-BOCC-2012-233)
- Amendment A to Interlocal Agreement with ICOM for WA State Enhanced 911 FY Wireline & Wireless Funds. The amendment updates and revises the E911 Advisory Committee Meeting Attendance Policy. Contract No. E12-011 (RM-BOCC-2012-234)

Human Services

Contract with Katlaina Rayne, MA, LMHC, to provide services to qualifying Island County seniors. Contract No. HS-13-12; Amount: \$3,000 (RM-HS-2012-231)

Planning & Community Development

Amendment No. 2 to the Agreement with Michael Bobbink for Personal Services; extending the contract term for the Island County Hearing Examiner through August 31, 2014 (RM-PCD-2012-225)

Public Health

- Contract with Opportunity Council – Island County Septic Inspection Intake & Referral Program. Contracts Opportunity Council to provide eligibility screening and referrals for individuals and households to low income or elderly applicants who may qualify for a free onsite sewage system evaluation. Contract No. HD-18-12; Amount: \$7,500 (Not to exceed) (RM-HLTH-2012-0194)
- Contract Amendment with WA State Department of Ecology – Holmes Harbor Bacteria Source ID/Remedy Project. Amendment to adjust the project budget and to extend the agreement completion date. Contract No. G0800327; Amendment No. 2; Contract Amount: \$342,626.17, Amendment Amount: \$ (41,373.83) (RM-HLTH-2012-251)
- Contract with Community Pediatric Foundation of Washington – Child Care Provider Immunization Project. Contract to provide immunization consultation & free or low cost, easily accessible immunizations to staff of 5 Island County child care programs. Contract No. HD-19-12; Amount: \$2,000 (RM-HLTH-2012-248)

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Public Works – County Roads

Schedule Public Hearing: Resolution C-104-12 (R-37-12) Petition submitted by Roger & Valerie Jeglum, et.al. for the Vacation of a Portion of County Road right-of-way known as Sunset Drive located in Section 34, Township 32N, Range 2 E. Date and Time: September 24, 2012 at 2:15 pm

ACTION TAKEN:

Motion by Commissioner Homola to approve the Consent Agenda as presented, second by Commissioner Emerson. Motion carried 3-0

REGULAR AGENDA

[Documents on file with the Clerk of the Board]

Commissioners

Resolution C-103-12 Proclaiming September 8, 2012 as Community Day in Island County

Public Comment

- Kathleen McLaughlin, Good Cheer (*handouts provided and on file with the Clerk of the Board*)
- Shawn Nowlin, Good Cheer
- Julie Pigott, WSU Lighthouse Programs

ACTION TAKEN

Motion by Commissioner Homola to adopt Resolution C-103-12 Proclaiming September 8, 2012 as Community Day in Island County, second by Commissioner Emerson. Motion carried 3-0

(Added to the Regular Agenda by the Chair)

WCIF Medical Plans in 2013; Non-Represented Employees

Commissioner Price Johnson presented the WCIF Medical Plans in 2013.

Melanie Bacon, Director of Human Resources, presented the Wellness Program as it related to the WCIF Medical Plans in 2013; Non-Represented Employees.

ACTION TAKEN

**Motion by Commissioner Homola to approve WCIF Medical Plans in 2013 for non-represented employees, second by Commissioner Emerson. Motion carried 2-0
(Commissioner Emerson abstained)**

(Added to the Regular Agenda by the Chair)

Wellness Letter to County Employees encouraging them to participate in the Wellness Program

ACTION TAKEN

Motion by Commissioner Homola to approve Wellness Letter to County Employees encouraging them to participate in the Wellness Program, second by Commissioner Emerson. Motion carried 3-0

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Human Resources

Personnel Action Authorizations as described in Memorandum from HR Director

ACTION TAKEN

Motion by Commissioner Homola to approve Personnel Action Authorizations #055/12 and #056/12 as described in Memorandum from HR Director, second by Commissioner Emerson. Motion carried by 3-0

Public Works – County Roads

Rural Arterial Program Prospectus – County Road Administration Board (CRAB); Proposal for consideration by CRAB for proposed construction widening of North Camano Drive (Terry's Corner) between Sunrise Blvd & SR 532, CRP 11-06, JO #01030 and widening of Boon Road; CRP 11-09, JO #00089

Bill Oakes, Director of Public Works, presented the proposal for consideration and requested the Board to sign the Rural Arterial Program Prospectus.

ACTION TAKEN

Motion by Commissioner Homola to approve Rural Arterial Program Prospectus by County Road Administration Board (CRAB) for proposed construction widening of North Camano Drive and widening of Boon Road, second by Commissioner Emerson. Motion carried 3-0

Public Hearings

[Documents on file with the Clerk of the Board]

None scheduled

Commissioners Comments and Announcements

Commissioner Homola

- Opportunity Council - millionth home weatherized celebration
- Citizen's request for a buffer along Ebey's Prairie Bluff Trail

Commissioner Price Johnson

- Will be meeting with Paul Pitre of the University Center for North Puget Sound Strategic Planning
- Appreciate those who attended this morning's Budget Roundtable

Commissioner Emerson

No comments

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The Chair recessed the meeting at 2:47 p.m. Regular Session would reconvene for Budget Workshops on Wednesday, August 29 beginning at 9:00 a.m.

AUGUST 29, 2012 AT 9:00 A.M. – REGULAR SESSION RECONVENED

BUDGET WORKSHOPS WITH DEPARTMENTS

Departmental Supplemental Requests

Facilities

Presented by: Dan Sherk

No supplemental requests

(Dialogue would continue concerning Sheriff's vehicles on September 4 at 1:30 p.m.)

Public Health & Natural Resources

Presented by: Keith Higman

- Forego or delay annual payment due on interfund loan

Human Services

Presented by: Jackie Henderson and Jaime Montoya

No supplemental requests

At 11:00 a.m. the Board recessed, reconvening at 1:30 p.m. for continued Budget Workshops.

Auditor

Presented by: Sheilah Crider and Anne LaCour

- FTE Accountant

Treasurer

Presented by: Ana Maria d. Nunez and Wanda Grone

Handout provided

- .5 FTE Admin Assistant through 2013

WSU Extension Services

Presented by: Dr. Tim Lawrence and Lynette Goodell

- Forestry Program
- Struggles of having no current expense support for 4H, but did not ask for 4H funding as a supplemental budget request

District Court

Presented by the Honorable Peter Strow and Maggie Paczkowski

- Increase staff from 35 hours to 40 hours

The Chair recessed the meeting at 3:36 p.m. Regular Session would reconvene for Budget Workshops on Tuesday, September 4 beginning at 8:30 a.m.

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SEPTEMBER 4, 2012 AT 8:30 A.M. – REGULAR SESSION RECONVENED

BUDGET WORKSHOPS WITH DEPARTMENTS

Departmental Supplemental Requests

Human Resources

Presented by: Melanie Bacon

No supplemental requests

Sheriff

Presented by: Sheriff Mark Brown and De Dennis

Handout provided

Criminal Division

- 10 deputies
- 8 vehicles for new deputies
- Training dedicated funding
- Fuel

Corrections Division

- 3 corrections officers

Due to time constraints, the Board would meet with the Sheriff again during the afternoon session to continue the conversation.

Budget/GSA/IT

Presented by: Elaine Marlow

- 1.0 FTE Systems Administrator
- 24 hours per week Mailroom/Custodian

Public Works

Presented by: Bill Oakes

Power Point Presentation

No supplemental requests

The Board recessed at 10:40 a.m., reconvening at 1:30 p.m. for continued Budget Workshops.

Facilities/Sheriff

Motor Pool/Sheriff's Vehicles/Jail HVAC System

Presented by: Dan Sherk, Sheriff Brown, Kelly Mauck, De Dennis, Wylie Farr

Dialogue continued from the August 29 Budget Workshop with Facilities

Sheriff

Presented by: Sheriff Brown, Kelly Mauck, De Dennis, Wylie Farr

The Board resumed its conversation with the Sheriff regarding his supplemental requests.

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There being no further business to come before the Board the meeting adjourned at 3:05 p.m.
The Board will meet next in Regular Session on September 10, 2012 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member

ATTEST:

Elaine Marlow, Clerk of the Board